

Community Development Block Grant (CDBG) Advisory Board Meeting

February 23, 2021

The meeting began at 6:00 PM

Members Present: Rebecca Roman, Charlie Giannoni, Alex Farrell, Nancy Stetson, Caroline Hauser, Maricela Constantino, Hannah King, Jane Helmstetter

Staff Present: Marcella Gange, Christine Curtis, Katie Kinstedt

Marcella welcomed the group and started introductions.

The draft meeting minutes were reviewed by the Board members.

Public Comment – The floor was opened for public comment, there was none, and it was closed.

Next, Marcella reviewed the procedures for disclosing conflicts of interest and asked if there were any clarifying questions at this time.

Next, Marcella reviewed how the allocation process works, and the materials presented. The Board decided that they wanted to have a conversation about the merits of all of the applications before making any funding decisions.

Next the floor was opened to discuss the applications.

Dev. 1 CVOEO – Financial Futures Micro Business Dev. Program – Request \$57,000 – Rank 2

Board Member discussion on application:

- repeat application with a repeat shortcoming: undershot the impact section
- overall excellent application
- strongest application of all three Development programs

Dev. 2 Mercy Connections – Women’s Small Business Program – Request \$50,000 – Rank 1

Board Member discussion on application:

- lacked data in the beginning of the application
- overall strong application
- favorite program by many members

Dev. 3 CHT – Cambrian Condominiums – Request \$125,000 – Rank 3

Board Member discussion on application:

- weakest application: thrown together last minute
- Section III needed more detail
- Equity section and Demographic need section was lacking info/data
- expected more from this application based on the years of experience

Next the Board Members proceeded through the budgeting process:

CVOEO

Board Member proposed to fund **\$57,000** – Vote: 8 yes, 0 no – Passed

Mercy Connections

Board Member proposed to fund **\$50,000** – Vote: 8 yes, 0 no – Passed

CHT

Board member proposed to fund **\$125,000** - Vote: 8 yes, 0 no – Passed

Next the Board voted for consensus on the final Development budget. Motion made and seconded.

Vote: 8 yes, 0 no – Passed

ID #	Project Name	Organization	Amount Requested	Board Recommendation	Rank
D1	Financial Futures Micro Business Dev. Program	CVOEO	57,000	57,000	2
D2	Women's Small Business Program	Mercy Connections	50,000	50,000	1
D3	Cambrian Condominiums	CHT	125,000	125,000	3

Total Funding approved: \$232,000

Next Marcella reminded the group of the homework deadline of Tuesday March 9th at 4pm for the Public Service Applications.

The meeting was adjourned at 7:00 PM

Respectfully submitted,

Christine Curtis

Community Development Specialist, CEDO